

**BROOKS TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
January 25, 2016
APPROVED MINUTES**

MEMBERS PRESENT: Mike Bouwer, Phil Knape, Greg Myers, Mark Pitzer, Cheryl Rosen, Ryan Schultz

MEMBERS ABSENT: Les Salacina

STAFF PRESENT: Zoning Official Joe Selzer

Chairman Pitzer called the regular meeting to order at 7:00 p.m. This meeting was properly posted and a quorum of the Brooks Township Planning Commission was present.

APPROVAL OF AGENDA:

Moved by Rosen **Seconded** by Bouwer to accept the agenda as presented.
Approved Unanimously

APPROVAL OF MINUTES:

Moved by Myers, **Seconded** by Knape to accept the minutes of the December 21, 2015 Meeting as written.
Approved Unanimously

PUBLIC COMMENT: None

CORRESPONDENCE: Letters were received on January 8 from Dan McNeil, Mike Houran, and Michael Koehler and on January 16 from Brian and Melissa Gifford saying they were not in favor of the Conditional Zoning Request made by Rachel Wisner. There were articles published in the Times Indicator (see attached) for and against this zoning request.

UNFINISHED BUSINESS:

1. Wisner's Conditional Zoning Request: Pitzer said he, Selzer and Nelson met last week to go over facts on the Conditional Zoning Request. Nelson called Rachel Wisner to see what she wanted to do. However, at that time Wisner told Nelson she was withdrawing her request for a conditional rezoning. She has decided she would like to build a house and a pole barn there. Wisner sent an email to Selzer requesting the withdrawal.

Pitzer said, therefore, the PC did not need to take action on this unless the applicant changed her mind and decided to refile. She would then have to pay the applicable fees.

There was discussion amongst the PC members on how this request was handled. Schultz thinks we need to help small business and not have rules that prevent them from doing what they want.

Knape mentioned we need to consider everyone but not at the expense of the neighbors. Rosen said she commends the neighbors for coming out and voicing their opinions. She said the PC is appointed to listen to both sides. Bouwer mentioned again the fact that Wisner now wants a house and pole barn and that will go through the zoning office.

Moved by Knape, **Seconded** by Rosen to accept the withdrawal of Wisner's Conditional Zoning Request.

Approved Unanimously

2. Discussion on Change of Lot Size in Commercial District (C-1) Selzer said at the last meeting we showed sizes and comparisons with the other townships. The parcel in question has to be treated as the entire parcel which fronts on M-37 (Mason Drive) and Edgewood Drive. Until we have a request to do something Selzer didn't see any reason to move forward with this.

Selzer said we had been asked for the comparison of requirements in the C-1 with other townships and basically we are in line with them.

Pitzer said no action will be taken on this.

NEW BUSINESS:

1. 3.16a Outdoor Heating Units: Schultz said he didn't understand all the requirements for wood burners. His property is away from everyone and to say he needed a 14 foot stack for a wood burner didn't seem reasonable. Schultz also questioned the size of shed allowed for wood. People burn all winter, and if they use it to heat their water and garages, a much larger area than 400 square feet would be needed. The need for a zoning compliance permit from the township and a mechanical permit from the county was also brought up.

There was discussion on different parts of the ordinance. It was mentioned that 14' stack helps draw away the smoke better especially if you live close to your neighbors.

This will be set aside this month and be put on the agenda next month after checking on sizes of sheds and smoke stacks.

STAFF UPDATE: (see attached) The ZO said 137 compliance permits were issued last year. He has written 4 so far this year.

Selzer said this year we will be under review for the Community Rating System that has to do with the flood insurance rate map and National Flood Insurance Program. A FEMA coordinator from the CRS will be coming here at June 27 at 9:00 a.m. Selzer will go with her and check the area along the flood plain. Hopefully the township will be recertified to continue to allow lower flood insurance rates for our residents.

PUBLIC COMMENT: Comments received thanking ZO and Nelson for answering concerns regarding the Wisner request.

PLANNING COMMISSION MEMBER COMMENTS:

Pitzer asked about members who are up for reappointment to the PC. There are two members. Nelson said he would like to have a letter from standing members if they want to be reconsidered for appointment. Nelson said a notice will also be put in the paper.

Bouwer said County Commissioner, Chris Ortwein, mentioned Croton's waterfront ordinance has gotten praise on how it works. Bouwer wondered if we should see what they have. After discussion it was decided to ask Ortwein to come to our March 28 meeting and let us know what the differences are. Pitzer mentioned he could also fill us in on the Planned Unit Development on Pettit Lake.

Rosen and Myers mentioned they will be gone for the February meeting.

ADJOURNMENT:

Pitzer adjourned the meeting at 7:45 p.m.

Respectfully Submitted,

Les Salacina
Planning Commission Secretary

Maureen Dutkiewicz
Recording Secretary